



Waukesha COUNTY

OFFICE OF
EMERGENCY MANAGEMENT

**WAUKESHA COUNTY LOCAL EMERGENCY PLANNING COMMITTEE
MEETING MINUTES
March 24, 2021 2:30 p.m.**

In Attendance: Jim Batzko, Brad Bowen, Al Davies, Brian Engelking, Tony Feck, Bridget Gnadt, Steve Howard, Matt Redmann, Kathy Schwei, Joyce Thome

Absent: Ben Jones, Al LaConte, Sherri Stigler, Sarah Ward, Rich Warnecke

Guests: Kamaria Brown, Jim Haakenson, Gail Goodchild, Charlie Myers, Eric Olander, Kim Piskacek, and Ben Schliesman.

1. Call to Order

Matt Redmann called the meeting to order at 2:31pm.

2. Meeting Location Specific Instructions for Emergency Evacuation or Shelter in Place

As it was a virtual meeting, no meeting location specific instructions were given other than to be cognizant of one's own location and surroundings.

3. Approval of Minutes of December 9, 2020 Meeting

The minutes of the December 9, 2020 meeting were approved. **Motion by Brian Engelking, second by Steve Howard to approve the minutes. All members present voting AYE, motion carried.**

4. Public Comment

None.

5. Invoice Review – Discussion and Action

None.

6. Off-site Plan Acceptance – Discussion and Action

Schwei summarized the off-site response plans for each of the facilities below. **Motion by Steve Howard, second by Brad Bowen to accept the plans listed below as presented. All members present voting AYE, motion carried.**

Alliant US Food Service	129129	M Falls
Ameritech 001308-3	13083	Muskego

Ameritech 001313-6	13136	Hartland
Arctic Glacier	197756	M Falls
Beechwood Sales & Service	200841	New Berlin
Pump Station 5&6 San Dis 4	193647	Brookfield
Pump Station 1 San Dist 4	183137	Brookfield
Pump Station 3 San Dist 4	193648	Brookfield
Valley Aquatic Solutions	201143	Brookfield
Bruno Independent Living Aids	201415	Oconomowoc
Eaton Cooper Power Badger	10354	Waukesha
Eaton Cooper Power Lincoln	10366	Waukesha
Crown Lift Trucks	201386	New Berlin

7. Incident Review

Schwei recapped the 35 hazardous materials incidents reported since the last LEPC meeting on December 9, 2020. Most were natural gas odors or petroleum products spills. See attachment.

8. OEM Report

Schwei reported on the following Emergency Management activities:

Activities

- Covid-19 Response Activities Continue to Dominate
- EOC operations continue in five focus teams: Testing, Contact Tracing, Data Management, Schools, and Vaccination
- Additional efforts include PIO operations and financial recovery of expenses
- Emergency Management was very involved in PPE distribution until we began conducting vaccination clinics. EM continued to coordinate with WI National Guard for testing until March 10 and worked with Public Health to develop other testing alternatives. EM has been very involved in the vaccination effort with coordinating, planning, and assisting in all the clinics.
- Vaccination clinics were conducted on 2/3, 2/4, 2/8, 2/10, 2/17, 2/24, 2/25, 3/1, 3/4, 3/10, 3/11, 3/16, 3/17, 3/18, 3/19, 3/22, 3/23, 3/24, and 3/25.
- Received the payment for the annual Hazmat Equipment Grant Reimbursement Request
- Participated in Departmental Strategic Plan development process
- Participated in recurring meetings – SE Region EM, Waukesha County Healthcare Preparedness Coalition, SE Healthcare Emergency Readiness Coalition, Court Security Committee, Fire Chiefs, Police Chiefs

Exercises

None during this past 3 months.

Trainings

Conducted SE Incident Management Team Training on January 25

9. Member Reports

Schwei reported that she will retire at the end of May. Hiring for the Emergency Management Coordinator position is in process.

With the recent resignation of Anna Ruzinski and the upcoming retirement of Sherri Stigler, two positions on the LEPC are open. Ruzinski was a member of the broad category of responders and healthcare. Stigler was a member of the media category. If anyone has suggestions for members, please forward to Kathy Schwei.

Chairperson Redmann reported that he will resign from the LEPC after a new chairperson is elected. Redmann will relocate to South Carolina for new employment.

10. Schedule Next Meeting Date/Time – Discussion and Action

The next meeting will be Wednesday, June 23 at 2:30pm.

11. Adjourn – Action

Motion by Bridget Gnadt, second by Brad Bowen to adjourn at 3:18pm. All members present voting AYE, motion carried.

LEPC Mission Statement

The Waukesha County Local Emergency Planning Committee promotes emergency planning, preparedness, and public awareness to protect Waukesha County's communities and its citizens from the impact of releases of hazardous chemical substances and other disasters.